

FACT SHEET



CalJOBSSM

CalJOBSSM is an Internet-based job and résumé listing labor exchange system that increases the public's access to employment services.

CalJOBSSM is provided by the California Employment Development Department (EDD). The system is designed to be simple and convenient to use for job seekers and employers. Special features of CalJOBSSM include:

- *No Fees:* There are no fees for either employers or job seekers to use this service.
- *Wide Variety of Job Listings and Job Seekers:* CalJOBSSM provides a variety of job openings located throughout the state and features the largest database of job seekers in California.
- *Easy Access:* CalJOBSSM is available to employers and job seekers seven days a week, 24 hours a day, and can be used at the office, at home, or from any location with Internet access. Virtually any personal computer with Internet connectivity can be used to access CalJOBSSM without the need for special hardware or software.

Benefits for Employers

With CalJOBSSM, employers with Internet access can enter their own job listings directly into the system and can update or close their job listings at any time with or without EDD's assistance.

Employers can also view one of the largest on-line databases of job seeker résumés in the state and directly contact job seekers who meet their requirements to schedule interviews.

Employers without Internet access can still be served by CalJOBSSM. An EDD Customer Service Representative can take job listings by telephone or fax and can assist employers in locating qualified applicants.

Benefits for Job Seekers

With CalJOBSSM, job seekers can view a wide variety of job listings located within their own community or anywhere in the state, and if qualified, refer themselves to employers for consideration.

Job seekers can produce online résumés by following the step-by-step instructions and can make their résumés available for viewing by prospective employers.

Job seekers can use CalJOBSSM to access other Internet sites for their job search, including those of other state and government agencies, private industry, and national job search services.

Registering to Use CalJOBSSM

If you have Internet access, registration can be completed entirely online. Employers and job seekers may register at www.caljobs.ca.gov, or at any EDD service point. For registration assistance, please contact the CalJOBSSM Customer Support Desk at 1-800-758-0398.

For More Information

Visit EDD's website at www.edd.ca.gov for other programs and services.

The EDD is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.